

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

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June 19, 2007

The Honorable Board of Supervisors
County of Los Angeles
383. Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**RECOMMENDATION TO EXECUTE A SOLE SOURCE CONTRACT BETWEEN LOS ANGELES COUNTY AND LOS ANGELES COUNTY OFFICE OF EDUCATION FOR THE CHILD CARE TRAINING INSTITUTE
(ALL DISTRICTS-3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and instruct the Chairman to sign the enclosed contract with Los Angeles County Office of Education (LACOE) commencing July 1, 2007 or the date after Board approval, whichever is later, through June 30, 2008 at a one-year cost of \$550,000 for the Child Care Training Institute (CCTI) to provide child care workshops for licensed and license-exempt providers and start-up packages which include educational and child care supplies to licensed and license-exempt providers.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The current contract for the provision of child care training expires on June 30, 2007. The approval of the contract will continue the provision of CCTI services to DPSS. It will continue to enhance the County's availability of quality child care in areas with a high concentration of families receiving CalWORKs by 1) training current and new providers in order to maximize the supply and quality of child care services available to families, 2) improving the physical and professional environment that children are placed in as their parents enter the workforce, 3) providing technical assistance services to licensed and license-exempt providers to improve the quality of care given, and 4) enabling new providers to commence services through incentive packages.

Implementation of Strategic Plan Goals

The recommended action is consistent with the principles of the Countywide Strategic Plan Goal #5 (Children and Families Well-Being): to improve the well-being of children and families in Los Angeles County as measured by the achievements in the five outcome areas adopted by the Board: good health; economic well-being; safety and survival; social and emotional well-being; and educational/workforce readiness.

FISCAL IMPACT/FINANCING

The proposed maximum contract cost is \$550,000 for FY 2007-08 for the CCTI contract. The cost will be financed using 100% Net County Cost (NCC).

The funding for this contract is included in the Department's FY 2007-08 Final Changes Budget and is one-time only. In future fiscal years, should the program continue, DPSS and LACOE will find alternative funding sources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The CCTI contract number 73390 approved by your Board on June 29, 2006, provides child care training workshops to licensed and license-exempt providers effective July 1, 2006 through June 30, 2007.

CCTI workshops are not limited to licensed and license-exempt providers. They are open to all individuals residing in Los Angeles County, but are specifically targeted to populations who are residents in low-income areas where there are limited or no child care services available.

Since the inception of the CCTI program in March 1999 through March 31, 2007, 29,060 licensed and license-exempt providers have received training through 1,091 training sessions. These training sessions were offered in diverse languages such as English, Spanish, Mandarin, Cambodian, Cantonese, Vietnamese, Russian, Khmer and Armenian.

The CCTI contract provides the County with consultant trainers for the training of licensed and license-exempt providers Countywide in workshop topics such as health and safety issues, program quality assessment, business plan development, marketing, and legal issues for child care programs.

LACOE provides incentive packages to child care providers upon completion of three training sessions from CCTI. The Start-up Assistance Program offers an incentive child care package, which includes child care supplies and educational materials, valued at \$270.00 to licensed child care providers, and \$125.00 to license-exempt providers. The contract also requires that upon request of child care providers, LACOE provide technical assistance services in the application or utilization of various health aid items such as smoke alarms, fire extinguishers, child safety gates, electrical outlet covers, and CPR/First Aid training.

LACOE also provides fingerprinting of new providers prior to being licensed which is a prerequisite for State licensing. Additionally, the contract for FY 2007-08 requires LACOE to provide CPR/First Aid training for 30 teachers from the DPSS Crossroads, El Monte Annex and El Monte Telstar Child Care Centers.

The contract is authorized by California Government Code Sections 26227 and 31001.

The Department has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended contracts.

The Auditor-Controller has reviewed and agreed with the proposed contract's performance outcomes. County Counsel and the Chief Administrative Office have reviewed this Board letter and County Counsel has approved the contract as to form.

Contractor Performance

The current contract requires LACOE to conduct a minimum of 50 workshops during the term of the contract for licensed and license-exempt providers in various languages throughout the County. LACOE has consistently exceeded the minimum of 50 workshops. In addition, LACOE offers workshops on weekends to accommodate providers' busy schedules and it constantly reinvents its curriculum, adding new workshops/classes to accommodate child care needs.

A recent monitoring for the period of July 1, 2006 through December 31, 2006 finds that LACOE's overall performance was satisfactory. LACOE's performance was monitored through an evaluation of the contract's Quarterly Management Reports and by the Department's semi-annual monitoring in fiscal, administrative, and service delivery.

CCTI workshops have been successful in promoting quality child care. According to a recent Evaluation Report conducted in June 2006 by Results Research (R²), a non-profit organization hired by LACOE, the workshops have helped providers in improving their child care practice by applying knowledge and skills gained from the workshops.

The R² report, compiled from a Retrospective Evaluation Survey mailed to 527 workshop attendees from July 2005 through December 2005 shows that out of 137 respondents, 64% (88 respondents) were licensed providers. Of the 49 respondents without a child care license, 59% were planning to get licensed, and 16% were in the process of getting a license.

CONTRACTING PROCESS

LACOE is a local public agency and this sole source contract is in accordance with Title 45, Code of Federal Regulations, Part 74, and California Department of Social Services Regulation Section 23-650.1.12, which allows for non-competitive contracting with public agencies.

IMPACT ON CURRENT SERVICES

These contracts will not infringe on the rights of the County in relationship to its residents, and the County's ability to respond to emergencies will not be impaired.

There is no change in risk exposure to the County. The contract will not result in reduced services.

CONCLUSION

The Executive Officer, Board of Supervisors is requested to return one (1) adopted stamped Board Letter and four (4) original signed copies of each contract to the Director of the Department of Public Social Services.

Respectfully Submitted,



Philip L. Browning
Director

PLB:hp

Attachment

c: Chief Administrative Officer
County Counsel
Auditor-Controller
Executive Officer, Board of Supervisors